

AFJROTC QUESTIONS AND ANSWERS

1. What is the AFJROTC program?

The AFJROTC program is primarily a 3-year course of military instruction, with a fourth year being optional. The curriculum is academically comparable to a secondary level science course. The curriculum includes an introduction to aviation, national defense, careers, space, and leadership. About 60% of the course is devoted to the first four subjects.

2. What is the mission of the AFJROTC program?

The mission of the AFJROTC program is to build better citizens for America. More specifically, the program is designed to educate and train high school cadets in citizenship; promote community service; instill responsibility, character and self-discipline; and provide instruction in air and space fundamentals.

3. Who are the instructors in this course?

At least one retired officer and NCO are assigned to each unit. The officer is designated as the Senior Aerospace Science Instructor (SASI), and the NCO as the Aerospace Science Instructor (ASI). Additional NCO instructors are authorized if the cadet enrollment exceeds 150. However, an officer may be substituted if requested by the school and approved by AFOATS.

4. Who may apply for the SASI position?

Officers who meet the following prerequisites may apply: Baccalaureate degree or higher from an accredited institution; permanently retired as an officer with at least 15 years of active duty; served last year of active duty as an officer; retired less than 5 years from the effective date of employment; meets Air Force weight standards, high standards of military bearing, appearance and moral character; if still on active duty, must have applied for retirement to be effective within 6 months. Desirable prerequisites: a Masters degree; teaching experience, command experience, and experience working with youth groups. Generally, the schools expect the instructor to be certified by the state as a high school teacher or willing to work toward and achieve certification within a prescribed period.

5. Who may apply for the ASI position?

NCOs who meet the following prerequisites may apply: high school diploma or the equivalent; permanently retired as an NCO with at least 15 years of active duty; retired less than 4 years from the effective date of employment; meets Air Force weight standards, high standards of military bearing, appearance and moral character; if still on active duty, must have applied for retirement to be effective within 6 months. Desirable prerequisites: a Baccalaureate degree; if no degree, completion of some college work; experience in supply, administration, and drill and ceremonies; teaching experience; and experience working with youth groups. ASIs (NCOs) who are advanced to their commissioned officer grade on the retired list at 30 years service must terminate their employment as AFJROTC instructors. They are not eligible for employment as SASIs or ASIs.

6. Are retired Reservists eligible for SASI or ASI positions? Yes, if they retire with at least 20 years of "extended active duty" and draw retirement pay immediately upon retirement. Otherwise, they are ineligible.

7. What is the SASI's job?

The SASIs manage the entire program. Although they spend much of their time in the classroom, enrollment activities are a fundamental part of the job. This involves: briefings to school administrators, faculty, and community organizations to explain the program and elicit support; counseling of cadets and other students; and briefings to students from supporting junior high schools. The SASIs must be involved in: community relations, liaison with other Air Force and civilian agencies in the aerospace field, unit supply or administrative functions, career and performance counseling, and an extensive cocurricular program, such as a military ball, parent-cadet banquet, inter-JROTC sports competition, cadet newspaper, drill team, honor guard, parades, flag raising, retreat ceremonies, presentation of awards, fund raising activities for the unit or charitable institutions, and a rocket club. As classroom teachers, they will typically be required to teach five out of six periods in the school day. The teaching load may be less if the unit is in its first year of operation at the school. They wear their Air Force uniform while performing AFJROTC duties. The job of the SASI is not as structured as most Air Force jobs. Although the Air Force provides some guidance for managing the program, self-direction, initiative, and self-reliance are essential traits of the SASI. Only officers who desire this flexibility in their work should apply. For further information, refer to AFOATSI 36-2004 (at any AFJROTC unit).

8. What is the ASI's job?

The ASIs work for the SASI. In most units, they are responsible for the Leadership Education portion of the curriculum. This includes drill and ceremonies, principles of leadership and management, and communication skills. They assist the SASI in teaching Aerospace Science, particularly those areas where they have special competence because of their experience and training. They may give or grade tests, give career and performance counseling, and supervise cadet corps activities. They are also involved in the enrollment cocurricular activities described in question 7. Typically, the ASIs are appointed Military Property Custodians and are responsible for uniforms and equipment and for other administrative matters. They wear their Air Force uniform while performing AFJROTC duties. The instructors, although not on active duty, are still working in and managing a military-type unit. The same NCO-officer, subordinate-supervisor relationship which existed on active duty must be maintained in the AFJROTC unit. Generally, the NCO relates well to the cadets and enjoys a high degree of popularity. Only those NCOs who can use this popularity to support the objectives of AFJROTC and give their full loyalty, support, and cooperation to the SASI in achieving goals should apply. For further information, refer to AFOATSI 36-2004 (at any AFJROTC unit).

9. For whom do the instructors work?

Instructors are employees of the school and are responsible to the school authorities and Air Force ROTC for the conduct of the program. The SASI works for the principal and is the direct supervisor of the ASI. The school and the instructor mutually agree on the length of the instructor's contract, then confirm this with AFOATS on contract data cards. Even though the instructor's contracts are with the schools, the Air Force reserves the right to remove instructors from the program through decertification action if their performance or conduct is unsatisfactory.

10. May the instructors teach non-AFJROTC subjects, such as math or social studies?

AFJROTC instructors perform only those duties connected with the instruction, operation, and administration of the AFJROTC program. Individuals employed as AFJROTC instructors will not perform duties or teach classes in any discipline other than Aerospace Science unless the performance

of such duties or the teaching of such classes is outside the school's normal day of academic instruction and is contracted for between the school and the individual AFJROTC instructor at no expense to the Air Force; however, this provision is not intended to preclude AFJROTC instructors from serving on committees or performing other routine duties that are rotated regularly among other teachers in the school.

11. What is the relationship of the instructors to other members of the faculty?

The SASI and ASI are members of the faculty and teach an integral part of the school's curriculum. They are subject to the same extracurricular assignments and duties as other teachers, such as homeroom and study hall monitor, and usually receive the same benefits of sick leave, holidays, and vacations as do the other teachers. The SASI should be certified as a high school teacher or working toward certification. Generally, the ASI is permitted to teach military subjects without certification. In some states, the ASI may serve as a classroom assistant without being teacher certified by the state.

12. What pay does the instructor receive?

Instructors receive, as a minimum, an amount equal to the difference between their retired pay and the active duty pay which they would receive if ordered to active duty. Active duty pay includes base pay, quarters allowance, subsistence allowance, clothing allowance (NCOs), and variable housing allowance. This is computed on a monthly basis, then multiplied by the length of the contract. Assume your active duty pay to be \$3000 and your retired pay to be \$1000 monthly; then:

Active Duty Pay & Allowances	\$3000
Less Retired Pay	<u>\$1000</u>
Minimum Pay from School (per month of contract)	\$2000

Schools must pay the minimum (prescribed by Public Law 88-647) but may pay above the minimum. Any amount above the minimum is subject to negotiation between the instructor and the school. The Air Force reimburses the school one-half of the minimum. Each active duty pay raise will result in an increase of the minimum pay from the school. Conversely, each cost of living raise in retired pay could result in a decrease of the minimum pay. Notwithstanding any other provision of law, AFJROTC instructors are not, while so employed, considered to be on active duty or inactive duty training for any purpose. Only the pay is computed as though you were on active duty.

13. Will my retired pay and school pay equal my gross monthly active duty salary?

Yes, your gross will be the same. However, your net pay may be different because allowances are not taxable on active duty; as an AFJROTC instructor, allowances are considered part of the gross pay and are taxable.

14. What is the length of the contract?

As you know, not all schools operate summer sessions. Therefore, the lengths of contracts vary. The school's budget, school policy, and individual negotiating skill affect contract lengths. Some schools

cannot afford to offer a 12-month contract, or will not because the other teachers are on shorter contracts. Those schools granting 12-month contracts must insure that the instructors will be performing duties in direct support of AFJROTC throughout the duration of the contract.

15. Will the school or the Air Force reimburse me for interview or moving costs?

The Air Force offers no reimbursement and most schools offer none. AFJROTC instructors selected for overseas positions in DoD schools are moved at DoD expense.

16. Are regular officers affected by dual compensation laws?

No.

17. What does the Air Force furnish the AFJROTC units?

The Air Force supplies curriculum materials such as instructor guides, textbooks, training aids, uniforms for students, some training equipment, a vehicle rental allowance, a telephone charge allowance, and a portion of the instructor's pay.

18. What does the school furnish?

The school furnishes a portion of the instructor's pay, the necessary facilities for the classroom instruction, equipment and uniform storage, a drill area, and the same supervision, support, and equipment normally provided other teachers and classes.

19. Where are the AFJROTC units located?

The law requires that a fair and equitable geographic distribution be followed; therefore, schools may be selected in any of the 50 states. A few units are located overseas within the dependents schools system, one is on Guam, and four are in Puerto Rico. Our present policy requires that the unit be accessible to an active duty base and not be in the same school with Army, Navy, or Marine Corps Junior ROTC units. Since the school must maintain 100 students or 10 percent of the school population (whichever is less) in the program, schools having fewer than 500 students are not usually considered.

20. Who is responsible for the success of the AFJROTC program?

The success of the program in any school depends primarily on the SASI and ASI. The differences in skill, experience, and grade enable each instructor to relate to the cadets in a different way and are thus complimentary. This partially explains the team effort required for a successful unit, and is a factor in determining whether the program will attract the required number and quality of students and, therefore, determine the viability of the unit and the tenure of the instructors.

21. How are applicants evaluated?

Applicants are given an overall evaluation based on educational background, teaching experience, command experience (officers), experience with youth groups, military performance, highest grade held while on active duty, and an interview conducted by an SASI or a PAS. This evaluation is recorded and stored in the computer for use during nomination cycles.

22. How does the hiring process work?

Instructor vacancies are posted on the Internet at **www.afoats.af.mil**. Candidates express their interest by calling or e-mailing their preferences to AFOATS/JRI. Candidates are considered for schools of their choice in order of merit by overall evaluation. The top candidates are nominated to the schools. School officials interview nominees and select the instructor.

23. What are my chances for selection?

Selection opportunity depends primarily on one's qualifications as measured by the criteria listed in question 21. Selection probability can also be improved if the applicant volunteers for less popular locations or is available for CONUS-wide assignment. If your primary interest is obtaining employment, indicate "worldwide" for your state of preference on the application. Do not put "worldwide" unless you are willing to relocate to any vacancy.

24. How will I find out about available positions?

You should go to the Internet at **www.afoats.af.mil**. The vacancy list is updated twice each week.

25. When should I apply?

If you are retired, you should apply immediately. If you are not retired, you should apply within 6 months of your retirement date or terminal leave date.

26. How long will my application be retained on file?

Generally, it is retained until you are retired from active duty four years (a one-year waiver is authorized for exceptionally well-qualified applicants). Instructors who terminate employment and are eligible for reemployment consideration may remain as active applicants for five years after their date of termination.

27. Will you return my records, resume, or other data which I provide at the time of application?

We are unable to return any of this material due to the large number of applications and letters processed; so be sure you retain a copy of any material which you may need later.

28. What if I retired with Air Force or VA disability?

If you retired with 30% disability or more, you must submit a copy of your summary Physical Evaluation Board (PEB) finding or Veterans Administration Disability Determination to AFOATS/JRI for review by the AETC Staff Surgeon. You must also provide medical documentation that describes the original medical condition and current status.

29. When will I be eligible for nomination to a position?

You are eligible for nomination when AFOATS/JRI has received all necessary items, evaluated your application, and approved you as an applicant. Necessary items are:

- Application, AFOATS IMT 200
- Copy of last 10 Performance Reports
- Full length photo (8 x 10)
- Copy of your retirement order
- DD Form 214, Certificate of Release of Discharge (if retired)
- PEB or VA findings (if necessary)
- Results of personal interview with an SASI or PAS (forwarded by the SASI/PAS after interview)

30. Where can I get the required photo?

AFI 36-2010, paragraph 3.5, authorizes you to get a photo at any photo lab at an Air Force installation for the purpose of employment with AFOATS. The portrait will be a formal pose in service dress uniform (including blouse, but without headgear), and will be full length. One 8 x 10 inch glossy, black and white or color print will be provided to you for transmittal to AFOATS/JRI, along with your application. Smaller photographs are acceptable if the photo lab does not make 8 x 10 inch photographs.

31. As an Air Force Junior ROTC instructor, will my retirement status change?

Your retired status does not change. You are not on active duty, and you are not in the active Air Force Reserves. Although you teach aerospace science and are associated with the Air Force as an AFJROTC instructor, you are a school employee.